

ANNUAL PROCUREMENT PLAN FOR 2016
For Common-Use Supplies and Equipment

Department/Bureau/Office: National Telecommunications Commission
Region: Region 7
Address: Wireless, Subangdaku, Mandaue City

Contact Person: Pedrita V. Bobillies
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Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9,2015	TOTAL AMOUNT					
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity
A. AVAILABLE AT PROCUREMENT SERVICE STORES																				
COMMON ELECTRICAL SUPPLIES																				
1 BATTERY, size AA, alkaline, 2 pieces per blister pack	pack	2			2				0				0	2			2	4	18.00	71.99
2 BATTERY, size AAA, alkaline, 2 pieces per blister pack	pack	2			2				0				0	3			3	5	15.51	77.54
3 BATTERY, size D, alkaline, 2 pieces per blister pack	pack				0				0				0				0	0	80.26	-
4 FLUORESCENT LAMP, tubular, 28 watts	tube				0				0				0				0	0	120.12	-
0 FLUORESCENT LAMP, tubular, 36 watts	tube				0				0				0				0	0	43.58	-
6 COMPACT FLUORESCENT LAMP, 18 watts, 1 piece in individual box	piece				0				0				0				0	0	106.91	-
7 TAPE, electrical	roll	2			2				0				0				0	2	19.11	38.22
COMMON OFFICE SUPPLIES																				
1 ACETATE, gauge #3, 50m per roll	roll				0				0				0				0	0	655.20	-
2 AIR FRESHENER, 280ml/can	can	6			6	6			6				0	6			6	18	85.18	1,533.17
3 ALCOHOL, 70%, ethyl, 500ml	bottle	24			24				0	24			24	24			24	72	45.30	3,261.38
4 CARBON FILM, A4 size, 100 sheets per box	box				0				0				0				0	0	234.78	-
5 CARBON FILM, PE, black, 216mm x 30mm, 100 sheets per box	box	1			1				0				0				0	1	266.62	266.62
CARTOLINA, assorted color, 20 pieces per pack	pack				0				0				0				0	0	74.03	-
CHALK, white, dustless, 100 pieces per box	box				0				0				0				0	0	27.15	-
8 CLEARBOOK, A4 size	piece				0				0				0				0	0	39.31	-
9 CLEARBOOK, Legal size	piece				0				0				0				0	0	43.68	-
10 CLIP, backfold, 19mm, 12 pieces per box	box				0				0				0				0	0	7.64	-
11 CLIP, backfold, 25mm, 12 pieces per box	box				0				0				0				0	0	17.47	-
12 CLIP, backfold, 32mm, 12 pieces per box	box				0				0				0				0	0	21.71	-
13 CLIP, backfold, 50mm, 12 pieces per box	box				0				0				0				0	0	45.86	-
14 CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic	piece	12			12	12			12				0				0	24	43.13	1,035.22
15 DATA FILE BOX, made with chipboard, with closed ends	box	36			36				0	36			36	36			36	108	73.22	7,907.38
16 DATA FOLDER, made with chipboard, taglia lock	piece				0				0				0				0	0	80.80	-
17 ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box	box	1			1				0	1			1				0	2	423.70	847.39
18 ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces	box	1			1				0	1			1				0	2	532.77	1,065.54
19 ENVELOPE, EXPANDING, KRAFTBOARD, for legal size documents, 100 pieces per box	box	3			3				0	3			3				0	6	652.80	3,916.77
20 ENVELOPE, EXPANDING, plastic	piece	20			20				0				0				0	20	36.78	735.63
21 ENVELOPE, MAILING, 500 pieces per box	box	1			1				0				0				0	1	146.33	146.33

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		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity
22 ENVELOPE, MAILING, with window, 500 pieces per box	box				0				0				0				0	0	205.13	-
23 ERASER, felt, for blackboard/whiteboard	piece				0				0				0				0	0	10.57	-
24 ERASER, plastic or rubber	piece				0				0				0				0	0	2.27	-
25 FASTENER, for paper, metal, 50 sets per box	box				0	50			50				0	30			30	80	59.94	4,795.56
26 FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece	24			24				0				0	24			24	48	87.01	4,176.65
27 FILE TAB DIVIDER, A4, five (5) colors per set	set				0				0				0				0	0	13.10	-
28 FILE TAB DIVIDER, Legal Size, five(5) colors per set	set				0				0				0				0	0	17.47	-
29 FOLDER, Fancy, A4, 50s/ bundle	bundle				0				0				0				0	0	245.70	-
30 FOLDER, Fancy, Legal, 50 pieces per bundle	bundle				0				0				0				0	0	305.76	-
31 FOLDER, L-type, A4, 50 pieces pack	pack				0				0				0				0	0	174.72	-
32 FOLDER, L-type, Legal size, 50 pieces per pack	pack				0				0				0				0	0	191.10	-
33 FOLDER, Prestboard, size 210mm x 370mm, 100s/box	box				0				0				0				0	0	982.68	-
34 FOLDER, Tagboard, A4, 100 pieces per pack	pack				0				0				0				0	0	260.99	-
35 FOLDER, Tagboard, Legal size, 100 pieces per pack	pack	10			10				0	10			10				0	20	314.98	6,299.58
36 GLUE, all purpose, 300 grams min.	jar	5			5				0	5			5				0	10	51.32	513.24
37 INDEX TAB, self-adhesive, 5 set/box, assorted colors	box				0				0				0				0	0	53.38	-
38 LOOSELEAF COVER, 50sets per bundle	bundle				0				0				0				0	0	566.75	-
39 MAGAZINE FILE BOX, LARGE	piece	3			3				0				0				0	3	46.03	138.10
40 MARKER, fluorescent, 3 colors per set	set	30			30				0	30			30	30			30	90	37.33	3,359.48
41 MARKER, whiteboard, bullet type, black	piece	10			10				0	10			10				0	20	12.39	247.80
42 MARKER, whiteboard, bullet type, blue	piece	10			10				0	10			10				0	20	12.39	247.80
43 MARKER, whiteboard, bullet type, red	piece	10			10				0	10			10				0	20	12.39	247.80
44 MARKER, permanent, bullet type, black	piece	10			10				10	10			10				0	30	10.13	303.98
45 MARKER, permanent, bullet type, blue	piece	10			10				10	10			10				0	30	10.13	303.98
46 MARKER, permanent, bullet type, red	piece	10			10				10	10			10				0	30	10.13	303.98
47 NOTE BOOK, stenographer's, 40 leaves, spiral	piece				0				0				0				0	0	10.82	-
48 NOTE PAD, stick-on, (2"x3"), 100 sheets per pad	pad				0				0				0				0	0	32.76	-
49 NOTE PAD, stick-on, (3"x3"), 100 sheets per pad	pad	20			20				0	20			20				0	40	40.30	1,611.96
50 NOTE PAD, stick-on, (3"x4"), 100 sheets per pad	pad				0				0				0				0	0	56.76	-
51 PAD PAPER, Ruled	pad				0				0				0				0	0	18.34	-
52 PAPER CLIP, gem type, 48mm, 100 pieces per box	box	10			10				10	10			10	10			10	40	14.20	567.84
53 PAPER CLIP, gem type, 32mm, 100 pieces per box	box	10			10				10	10			10				0	30	7.10	212.94
54 PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	30			30				30	30			30	30			30	120	123.72	14,846.58
55 PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	30			30				30	30			30	30			30	120	138.62	16,634.52
56 PAPER, Multi-Purpose (COPY) A4, 70gsm	ream	30			30				30	30			30	30			30	120	107.51	12,901.14
57 PAPER, Multi-Purpose (COPY) A4, 70gsm	ream				0				0				0				0	0	120.61	-
58 PARACHMENT PAPER, A4 size, 80 gsm, 100 sheets per pack]	ream	1			1				0				0				0	1	96.64	96.64
59 PAPER, Thermal, 216mm x 30m	roll				0				0	30			30				0	30	37.45	1,123.61
60 PENCIL, lead, w/eraser, one(1) dozen per box	box				0				0				0				0	0	20.60	-
61 PHILIPPINE NATIONAL FLAG	piece	5			5				5				0	5			5	15	314.50	4,717.44
62 RECORD BOOK, 300 pages, size: 214mm x 278mm min	book				0				0				0				0	0	63.34	-
63 RECORD BOOK, 500 pages, size: 214mm x 278mm min	book				0				0				0				0	0	91.19	-
64 RING BINDER, Plastic 32mm, 10 pieces per bundle	bundle				0				0				0				0	0	269.71	-
65 RUBBER BAND, 70mm min lay flat length (#18)	box				0				0				0				0	0	111.14	-

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66 RULER, plastic, 450mm, 1 piece in individual plastic	piece				0				0				0				0	0	16.38	-
67 SIGN PEN, black	piece	36			36	24			24	36			36	24			24	120	46.21	5,552.6
68 SIGN PEN, blue	piece	36			36	24			24	36			36	24			24	120	46.21	5,552.6
69 SIGN PEN, red	piece	24			24	24			24	24			24	24			24	96	46.21	4,462.1
70 STAMP PAD INK, violet, 50mL	bottle	5			5				0	5			5	5			5	15	24.02	360.36
71 STAMP PAD, felt pad, min 60mm x 100mm	piece				0				0				0				0	0	32.63	-
72 STAPLE WIRE, Heavy duty, 23/13	box				0				0				0				0	0	31.94	-
73 STAPLE WIRE, Standard	box	5			5	5			5	5			5	5			5	20	19.87	392.2
74 TAPE, masking, 24mm, 50 meters length	roll				0				0				0				0	0	57.88	-
75 TAPE, masking, 48mm, 50 meters length	roll	2			2	2			2	2			2	2			2	8	110.29	82.34
76 TAPE, transparent, 24mm, 50 meters	roll	2			2	2			2	2			2	2			2	8	18.24	145.91
77 TAPE, transparent, 48mm, 50 meters	roll				0				0				0				0	0	34.94	-
78 TAPE, packaging, 48mm, 50 meters length	roll				0				0				0				0	0	34.94	-
79 TOILET TISSUE, 12 rolls per pack	pack	5			5	5			5	5			5	5			5	20	79.35	1,586.97
80 TWINE, plastic, one kilo per roll	roll				0				0				0				0	0	56.78	-
81 WRAPPING PAPER, kraft, 50 sheets per pack	pack				0				0				0				0	0	118.36	-
COMMON OFFICE DEVICES																				
1 CUTTER BLADE, heavy duty cutter, 10 pieces per tube	tube				0				0				0				0	0	8.24	-
2 CUTTER KNIFE, heavy duty	piece				0				0				0				0	0	20.40	-
3 DATING AND STAMPING MACHINE	piece				0				0				0				0	0	502.30	-
4 PENCIL SHARPENER, 1 piece in individual plastic case	piece				0				0				0				0	0	196.56	-
5 PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	piece				0				0				0				0	0	129.60	-
6 SCISSORS, (6")	pair				0				0				0				0	0	16.31	-
7 STAPLER, standard	piece				0				0				0	6			6	6	96.84	58.05
8 STAPLER, binder type, heavy duty for high volume stapling, 25-135 sheets of 70gsm bond paper stapling capacity, min 100 staples, with adjustable paper guide	piece				0				0				0				0	0	1,112.75	-
9 STAPLE REMOVER, plier type	piece				0				0				0	6			6	6	18.51	11.07
10 TAPE DISPENSER, table top	piece	5			5				0				0				0	5	50.11	250.53
11 WASTE BASKET, non-rigid plastic	piece	5			5				0				0				0	5	32.21	111.07
COMMON JANITORIAL SUPPLIES																				
1 BROOM, soft (tambo)	piece	5			5				0				0	5			5	10	109.20	1,092.00
2 BROOM, stick (tingting)	piece				0				0				0				0	0	25.12	-
3 CLEANER, TOILET BOWL AND URINAL, 900-1000ml cap	bottle	5			5	5			5	5			5	5			5	20	43.68	836.0
4 CLEANSER, scouring powder, 350grams/can	can				0				0				0				0	0	19.11	-
5 DETERGENT POWDER, all purpose, 1kilo/pouch	pouch	5			5	5			5	5			5	5			5	20	43.68	836.0
6 DISINFECTANT SPRAY, 400-550 grams	can	5			5	5			5	5			5				5	15	120.12	1,801.80
7 DUST PAN, non-rigid plastic	piece				0				0				0				0	5	38.09	190.47
8 FLOOR WAX, Paste, red	can				0				0				0				0	0	240.24	-
9 FURNITURE CLEANER, aerosol, 300ml/can	can	3			3				0	3			3				0	6	89.00	534.99

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		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity
10 INSECTICIDE, aerosol type, 600ml/can	can	3			3	3			3	3			3				0	9	123.40	1,110.56
11 MOPBUCKET	piece				0				0				0				0	0	1,965.60	-
12 MOPHANDLE, screw type, aluminum handle	piece				0				0	5			5				0	5	136.50	682.50
13 MOPHEAD, made of rayon	piece	3			3	3			3	3			4				0	10	103.74	1,037.40
14 RAG, all cotton, 32 pieces per kilo per bundle	bundle	3			3				0	3			3				0	6	45.86	275.18
15 SCOURING PAD, 5 pieces per pack	pack	1			1	1			1	1			1				0	3	125.58	376.74
16 TRASHBAG, plastic, transparent, 10pcs/roll	roll				0				0				0				0	0	146.87	-
COMMON OFFICE EQUIPMENT																				
BINDING AND PUNCHING MACHINE, two(2) hand lever system, 134cm or 13" (24 holes) punching, width adjustable to any format, binds 425 sheets, or up to 2" thick, all metal construction	unit				0				0				0				0	0	10,918.91	-
2 CALCULATOR, COMPACT, electronic, 12 digits cap, 1 unit in individual box	unit				0				0				0				0	0	161.62	-
3 CALCULATOR, SCIENTIFIC, 1 unit per box	unit				0				0				0				0	0	434.62	-
4 CHAIR, monobloc, without armrest, beige	piece				0				0				0				0	0	294.84	-
5 CHAIR, monobloc, without armrest, white	piece				0				0				0				0	0	294.84	-
6 DIGITAL VOICE RECORDER, 4GB (expandable), 1 unit in individual box	unit				0				0				0				0	0	6,541.08	-
DOCUMENT CAMERA, four(4) reference points demarcate viewing area, 16x(1600%) consecutive zoom, PC and Doc Cam video switcher, blue and play	unit				0				0				0				0	0	26,426.40	-
8 ELECTRIC FAN, industrial	unit				0				0				0				0	0	1,201.20	-
9 ELECTRIC FAN, orbit type	unit				0				0				0				0	0	1,310.40	-
10 ELECTRIC FAN, stand type	unit				0				0				0				0	0	1,088.72	-
11 ELECTRIC FAN, wall type	unit				0				0				0				0	0	980.62	-
FACSIMILE MACHINE, uses thermal paper, 50m/roll, for documents 216mm x 600mm, 15 sec, transmission speed, running width 2018mm, document feeder holds 10 pages, with automatic paper cutter, redial, and fax/fel switchove	unit				0				0				0				0	0	3,677.86	-
13 FIRE EXTINGUISHER, dry chemical, for ABC class of fire, stored pressure type,non-electrical conductor,non-toxic, non-corrosive, 4.5kg(10lbs.), brand new	unit				0				0				0				0	0	1,360.63	-
14 FIRE EXTINGUISHER, pure HCFC 123, with fire rating of 1A, 1BC, for ABC class of fire, stored pressure type, non-electrical conductor, non-corrosive, 4.5kg(10 lbs), brand new	unit				0				0				0				0	0	4,136.50	-
MULTIMEDIA PROJECTOR, 4000 ansi Lumens, 3600 hours lamp life, supports SVGA to SXGA, (compressed) resolution	unit				0				0				0				0	0	43,172.54	-
PAPER TRIMMER/CUTTING MACHINE, max paper size: B4, 30 sheets cutting cap., automatic clamping, stationary blade guard, A4-A6 format indications	unit				0				0				0				0	0	8,353.80	-
PAPER SHREDDER, 0.06m/sec shred speed, cuts 6-8 sheets of 70gsm paper	unit				0				0				0				0	0	5,765.76	-
PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column, 480 cps print speed	unit				0				0				0				0	0	19,338.03	-
PRINTER, IMPACT DOT MATRIX, 9 pins, 80 column, 337 cps print speed	unit	5			5				0				0				0	5	6,133.10	30,515.48

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20 PRINTER, INKJET, wireless capable, 59ppm speed, 512MB memory, duplex printing capable	unit				0				0				0				0	0	10,500.00	-
21 PRINTER, LASER, monochrome, 24ppm speed, 1200 x 1200 dpi	unit				0				0				0				0	0	1,736.28	-
22 TABLE, monobloc, square, 36" X 36", white, four(4) seater, for indoor and outdoor use	unit				0				0				0				0	0	1,294.02	-
23 TABLE, monobloc, square, 36" X 36", beige, four(4) seater, for indoor and outdoor use	unit				0				0				0				0	0	1,295.07	-
COMMON COMPUTER SUPPLIES																				
1 COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 sheets/box	box				0				0				0				0	0	632.00	-
2 COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 2000 sheets/box	box				0				0				0				0	0	926.56	-
3 COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2", 1000 sets/box	box				0				0				0				0	0	717.66	-
4 COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 14-7/8", 1000 sets/box	box				0				0				0				0	0	998.09	-
5 COMPUTER CONTINUOUS FORMS, 3 ply, 11 x 9-1/2", 500 sets/box	box				0				0				0				0	0	599.46	-
6 COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14-7/8", 500 sets/box	box				0				0				0				0	0	955.50	-
7 DVD REWRITABLE, 4x speed, 4.7GB capacity	piece				0				0				0				0	0	22.44	-
8 EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0, backward compatible with USB 2.0, 5400 rpm, with dual color LED light to indicate USB 3.0/USB 2.0 transmission, USB powered, System Requirements: USB 3.0: Windows XP/Vista/7/MacOSx 10.4 or above, with USB 3.0 cable and product guide	piece				0				0				0				0	0	3,247.61	-
9 FLASH DRIVE, 16GB, USB 2.0, plug and play	piece	5			5		5		5				5	8			8	18	245.70	4,422.60
10 MOUSE, optical, USB connection type	unit	3			3				0				0	3			3	6	144.14	864.86
HANDBOOK ON PROCUREMENT																				
HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT-RA 19184(6th Edition), 6" x 9", 296 pages,		piece	3		3				0				0	3			3	6	30.35	182.07
CONSUMABLES																				
1 INK CART, BROTHER LC39BK, Black	cart				0				0				0				0	0	698.23	-
2 INK CART, BROTHER LC39C, Cyan	cart				0				0				0				0	0	469.56	-
3 INK CART, BROTHER LC39M, Magenta	cart				0				0				0				0	0	469.56	-
4 INK CART, BROTHER LC39Y, Yellow	cart				0				0				0				0	0	469.56	-
5 INK CART, BROTHER LC67B, Black	cart				0				0				0				0	0	955.50	-
6 INK CART, BROTHER LC67C, Cyan	cart				0				0				0				0	0	573.30	-
7 INK CART, BROTHER LC67M, Magenta	cart				0				0				0				0	0	573.30	-
8 INK CART, BROTHER LC67Y, Yellow	cart				0				0				0				0	0	573.30	-
9 INK CART, BROTHER LC67HYBK, Black	cart				0				0				0				0	0	1,681.68	-
10 INK CART, BROTHER LC67HYC, Cyan	cart				0				0				0				0	0	911.82	-
11 INK CART, BROTHER LC67HYM, Magenta	cart				0				0				0				0	0	911.82	-
12 INK CART, BROTHER LC67HYV, Yellow	cart				0				0				0				0	0	911.82	-
13 INK CART, CANON PG-810, Black	cart				0				0				0				0	0	650.83	-

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14 INK CART, CANON PG-740, Black	cart				0				0				0				0	0	737.10	-
15 INK CART, CANON PGI-725, Black	cart				0				0				0				0	0	516.52	-
16 INK CART, CANON CLI-726, Black	cart				0				0				0				0	0	488.12	-
17 INK CART, CANON CL-811, Colored	cart				0				0				0				0	0	860.50	-
18 INK CART, CANON CL-741, Colored	cart				0				0				0				0	0	860.50	-
19 INK CART, CANON CLI-726, Cyan	cart				0				0				0				0	0	562.38	-
20 INK CART, CANON CLI-726, Magenta	cart				0				0				0				0	0	562.38	-
21 INK CART, CANON CLI-726, Yellow	cart				0				0				0				0	0	562.38	-
22 INK CART, EPSON C13T038190 (T0 38), Black	cart				0				0				0				0	0	516.52	-
23 INK CART, EPSON C13T039090 (T0 39), Colored	cart				0				0				0				0	0	809.17	-
24 INK CART, EPSON C13T05190(73N)(91N),Black	cart				0				0				0				0	0	447.72	-
25 INK CART, EPSON C13T05290(73N)(91N),Cyan	cart				0				0				0				0	0	447.72	-
26 INK CART, EPSON C13T05390(73N)(91N),Magenta	cart				0				0				0				0	0	447.72	-
27 INK CART, EPSON C13T05490(73N)(91N),Yellow	cart				0				0				0				0	0	447.72	-
28 INK CART, EPSON C13T664100 (T6641), Black	cart				0				0				0				0	0	267.54	-
29 INK CART, EPSON C13T664200 (T6642), Cyan	cart				0				0				0				0	0	267.54	-
30 INK CART, EPSON C13T664300 (T6643), Magenta	cart				0				0				0				0	0	267.54	-
31 INK CART, EPSON C13T664400 (T6644), Yellow	cart				0				0				0				0	0	267.54	-
32 INK CART, HP 51645A, (HP45), Black	cart				0				0				0				0	0	1,375.92	-
33 INK CART, HP C1823A, (HP23), Tri-color	cart				0				0				0				0	0	1,692.60	-
34 INK CART, HP C4844A, (HP10), Black	cart				0				0				0				0	0	1,567.02	-
35 INK CART, HP C4906AA, (HP940XL), Black	cart				0				0				0				0	0	1,599.78	-
36 INK CART, HP C4907AA, (HP940XL), Cyan	cart				0				0				0				0	0	1,081.08	-
37 INK CART, HP C4908AA, (HP940XL), Magenta	cart				0				0				0				0	0	1,081.08	-
38 INK CART, HP C4909AA, (HP940XL), Yellow	cart				0				0				0				0	0	1,081.08	-
39 INK CART, HP C4936A, (HP18), Black	cart				0				0				0				0	0	935.84	-
40 INK CART, HP C4937A, (HP18), Cyan	cart				0				0				0				0	0	706.52	-
41 INK CART, HP C4938A, (HP18), Magenta	cart				0				0				0				0	0	706.52	-
42 INK CART, HP C4939A, (HP18), Yellow	cart				0				0				0				0	0	706.52	-
43 INK CART, HP C6578DA, (HP78), Tri-color	cart				0				0				0				0	0	1,588.86	-
44 INK CART, HP C6615DA, (HP15), Black	cart				0				0				0				0	0	1,299.48	-
45 INK CART, HP C6625AA, (HP17), Tri-color	cart				0				0				0				0	0	1,414.14	-
46 INK CART, HP C6656AA, (HP56), Black	cart				0				0				0				0	0	967.51	-
47 INK CART, HP C6657AA, (HP57), Tri-color	cart				0				0				0				0	0	1,539.72	-
48 INK CART, HP C8727AA, (HP27), Black	cart				0				0				0				0	0	840.84	-
49 INK CART, HP C8765WA, (HP94), Black	cart				0				0				0				0	0	928.20	-
50 INK CART, HP C8766WA, (HP95), Tri-color	cart				0				0				0				0	0	1,158.61	-
51 INK CART, HP C8767WA, (HP96), Black	cart				0				0				0				0	0	1,425.06	-
52 INK CART, HP C9351AA, (HP21), Black	cart	3			3				0	3			3				0	6	675.95	4,055.69
53 INK CART, HP C9352AA, (HP22), Tri-color	cart	3			3				0	3			3				0	6	789.52	4,737.10
54 INK CART, HP C9361WA, (HP93), Tri-color	cart				0				0				0				0	0	1,414.14	-
55 INK CART, HP C9362WA, (HP92), Black	cart				0				0				0				0	0	630.08	-
56 INK CART, HP C9363WA, (HP97), Tri-color	cart				0				0				0				0	0	1,564.84	-
57 INK CART, HP C9364WA, (HP98), Black	cart				0				0				0				0	0	851.76	-
58 INK CART, HP CB314A, (HP900), Black	cart	2			2				0	2			2				0	4	311.22	1,244.88

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9,2015	TOTAL AMOUNT					
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity
59 INK CART, HP CB315A, (HP900), Tri-color	cart	2			2				0	2			2				0	4	378.92	1,515.70
60 INK CART, HP CB335WA, (HP74), Black	cart				0				0				0				0	0	711.98	-
61 INK CART, HP CB336WA, (HP74XL), Black	cart				0				0				0				0	0	1,534.26	-
62 INK CART, HP CB337WA, (HP75), Tri-color	cart				0				0				0				0	0	819.00	-
63 INK CART, HP CB338WA, (HP75XL), Tri-color	cart				0				0				0				0	0	1,556.10	-
64 INK CART, HP CC640WA, (HP60), Black	cart				0				0				0				0	0	666.12	-
65 INK CART, HP CC641WA, (HP60XL), Black	cart				0				0				0				0	0	1,468.74	-
66 INK CART, HP CC643WA, (HP60), Tri-color	cart				0				0				0				0	0	785.15	-
67 INK CART, HP CC644WA, (HP60XL), Tri-color	cart				0				0				0				0	0	1,708.98	-
NK CART, HP CC653AA, (HP901), Black		cart			0				0				0				0	0	666.12	-
69 INK CART, HP CC656AA, (HP901), Tri-color	cart				0				0				0				0	0	1,026.48	-
70 INK CART, HP CC660AA, (HP702), Black	cart				0				0				0				0	0	1,054.87	-
71 INK CART, HP CD887AA, (HP703), Black	cart	3			3				0	3			3				0	6	363.64	2,181.82
72 INK CART, HP CD888AA, (HP703), Tri-color	cart	3			3				0	3			3				0	6	363.64	2,181.82
73 INK CART, HP CD971AA, (HP 920), Black	cart				0				0				0				0	0	832.10	-
74 INK CART, HP CD972AA, (HP 920XL), Cyan	cart				0				0				0				0	0	638.82	-
75 INK CART, HP CD973AA, (HP 920XL), Magenta	cart				0				0				0				0	0	638.82	-
76 INK CART, HP CD974AA, (HP 920XL), Yellow	cart				0				0				0				0	0	638.82	-
77 INK CART, HP CD975AA, (HP 920XL), Black	cart				0				0				0				0	0	1,201.20	-
78 INK CART, HP CH561WA, (HP61), Black	cart				0				0				0				0	0	638.82	-
79 INK CART, HP CH562WA, (HP61), Tricolor	cart				0				0				0				0	0	790.61	-
80 INK CART, HP CN045AA, (HP90XL), Black	cart				0				0				0				0	0	1,619.44	-
81 INK CART, HP CN046AA, (HP95XL), Cyan	cart				0				0				0				0	0	1,201.20	-
82 INK CART, HP CN047AA, (HP95XL), Magenta	cart				0				0				0				0	0	1,201.20	-
83 INK CART, HP CN048AA, (HP95XL), Yellow	cart				0				0				0				0	0	1,201.20	-
84 INK CART, HP CN692AA, (HP704), Black	cart				0				0				0				0	0	363.64	-
85 INK CART, HP CN693AA, (HP704), Tri-color	cart				0				0				0				0	0	363.64	-
86 INK CART, HP CZ107AA, (HP678), Black	cart	30			30	30			30				0	30			30	90	375.65	33,808.32
INK CART, HP CZ108AA, (HP678), Tricolor		cart	30		30	30			30				0	30			30	90	378.92	34,103.16
88 INK CART, HP CZ111A (HP685A), Black	cart				0				0				0				0	0	382.20	-
89 INK CART, HP CZ122A (HP685A), Cyan	cart				0				0				0				0	0	251.16	-
90 INK CART, HP CZ123A (HP685A), Magenta	cart				0				0				0				0	0	251.16	-
91 INK CART, HP CZ124A (HP685A), Yellow	cart				0				0				0				0	0	251.16	-
92 INK CART, HP Q8893AA (C8728AA), (HP28), Colored	cart				0				0				0				0	0	960.96	-
93 INK CART, LEXMARK 10N0217 (#17), Black	cart				0				0				0				0	0	1,053.78	-
94 INK CART, LEXMARK 10N0227 (#27), Colored	cart				0				0				0				0	0	1,255.80	-
95 TONER CART, BROTHER TN-2025, Black	cart				0				0				0				0	0	2,684.14	-
96 TONER CART, BROTHER TN-2130, Black	cart				0				0				0				0	0	1,911.00	-
97 TONER CART, BROTHER TN-2150, Black	cart				0				0				0				0	0	3,003.00	-
98 TONER CART, BROTHER TN-3320, Black	cart				0				0				0				0	0	3,503.14	-
99 TONER CART, BROTHER TN-3350, Black, for HL5450DN (CU	cart				0				0				0				0	0	5,219.76	-
100 TONER CART, HP C4092A, Black	cart				0				0				0				0	0	2,878.51	-
101 TONER CART, HP C4096A, Black	cart				0				0				0				0	0	5,620.52	-
102 TONER CART, HP C7115A, Black	cart				0				0				0				0	0	3,119.84	-
103 TONER CART, HP CB435A, Black	cart				0				0				0				0	0	2,855.58	-

Item & Specifications		Unit of Measure	Quantity Requirement																Price Catalogue as of Sept 9,2015	TOTAL AMMOUNT	
			Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			Total Quantity
104	TONER CART, HP CB436A, Black	cart				0				0				0				0	0	3,215.94	-
105	TONER CART, HP CB540A, Black	cart				0								0				0	0	3,429.97	-
106	TONER CART, HP CB541A, Cyan	cart				0								0				0	0	3,118.75	-
107	TONER CART, HP CB542A, Yellow	cart				0								0				0	0	3,118.75	-
108	TONER CART, HP CB543A, Magenta	cart				0								0				0	0	3,118.75	-
109	TONER CART, HP CC364A, Black	cart				0								0				0	0	7,687.68	-
110	TONER CART, HP CC390A, Black	cart				0								0				0	0	5,421.78	-
111	TONER CART, HP CC531A, Cyan	cart				0								0				0	0	5,085.44	-
112	TONER CART, HP CC532A, Yellow	cart				0								0				0	0	5,085.44	-
TONER CART, HP CC533A, Magenta			cart			0								0				0	0	5,085.44	-
TONER CART, HP CE255A, Black			cart			0								0				0	0	6,673.21	-
115	TONER CART, HP CE278A, Black	cart				0								0				0	0	3,223.58	-
116	TONER CART, HP CE285A (HP85A), Black	cart	3			3	2							0	2			2	7	2,842.48	19,897.33
117	TONER CART, HP CE310A, Black	cart				0								0				0	0	2,432.98	-
118	TONER CART, HP CE311A, Cyan	cart				0								0				0	0	2,598.96	-
119	TONER CART, HP CE312A, Yellow	cart				0								0				0	0	2,598.96	-
120	TONER CART, HP CE313A, Magenta	cart				0								0				0	0	2,598.96	-
121	TONER CART, HP CE320A, Black	cart				0								0				0	0	3,210.48	-
122	TONER CART, HP CE321A, Cyan	cart				0								0				0	0	3,090.36	-
123	TONER CART, HP CE322A, Yellow	cart				0								0				0	0	3,090.36	-
124	TONER CART, HP CE323A, Magenta	cart				0								0				0	0	3,090.36	-
125	TONER CART, HP CE390A, Black	cart				0								0				0	0	7,644.00	-
126	TONER CART, HP CE400A, Black	cart				0								0				0	0	6,925.46	-
127	TONER CART, HP CE401A, Cyan	cart				0								0				0	0	10,138.13	-
128	TONER CART, HP CE402A, Yellow	cart				0								0				0	0	10,138.13	-
129	TONER CART, HP CE403A, Magenta	cart				0								0				0	0	10,138.13	-
130	TONER CART, HP CE410A (HP305), Black	cart				0								0				0	0	3,822.00	-
131	TONER CART, HP CE411A (HP305), Cyan	cart				0								0				0	0	5,662.02	-
TONER CART, HP CE412A (HP305), Yellow			cart			0								0				0	0	5,662.02	-
133	TONER CART, HP CE413A (HP305), Magenta	cart				0								0				0	0	5,662.02	-
134	TONER CART, HP CE505A, Black	cart				0								0				0	0	3,843.84	-
135	TONER CART, HP CE505X, Black, high cap	cart				0								0				0	0	7,057.60	-
136	TONER CART, HP Q2612A, Black	cart				0								0				0	0	3,119.84	-
137	TONER CART, HP Q2613A, Black	cart				0								0				0	0	3,494.40	-
138	TONER CART, HP Q5942A, Black	cart				0								0				0	0	7,644.00	-
139	TONER CART, HP Q5949A, Black	cart				0								0				0	0	3,707.34	-
140	TONER CART, HP Q5950A, Black	cart				0								0				0	0	8,026.20	-
141	TONER CART, HP Q5951A, Cyan	cart				0								0				0	0	11,387.38	-
142	TONER CART, HP Q5952A, Yellow	cart				0								0				0	0	11,387.38	-
143	TONER CART, HP Q5953A, Magenta	cart				0								0				0	0	11,387.38	-
144	TONER CART, HP Q6000A, Black	cart				0								0				0	0	3,483.48	-
145	TONER CART, HP Q6001A, Cyan	cart				0								0				0	0	3,794.70	-
146	TONER CART, HP Q6002A, Yellow	cart				0								0				0	0	3,794.70	-
147	TONER CART, HP Q6003A, Magenta	cart				0								0				0	0	3,794.70	-
148	TONER CART, HP Q6470A, Black	cart				0								0				0	0	5,802.89	-

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9,2015	TOTAL AMOUNT					
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity
149 TONER CART, HP Q6471A, Cyan	cart				0				0				0				0	0	5,770.13	-
150 TONER CART, HP Q6472A, Yellow	cart				0				0				0				0	0	6,137.04	-
151 TONER CART, HP Q6473A, Magenta	cart				0				0				0				0	0	6,137.04	-
152 TONER CART, HP Q7553A, Black	cart				0				0				0				0	0	3,951.95	-
153 TONER CART, LEXMARK E360H1P, Black	cart				0				0				0				0	0	9,318.04	-
154 TONER CART, LEXMARK T650A11P, Black	cart				0				0				0				0	0	10,111.92	-
155 TONER CART, SAMSUNG ML-D2850B, Black	cart				0				0				0				0	0	5,077.80	-
156 TONER CART, SAMSUNG MLT-D1015, Black	cart				0				0				0				0	0	2,730.00	-
157 TONER CART, SAMSUNG MLT-D1031, Black	cart				0				0				0				0	0	3,057.60	-
TONER CART, SAMSUNG MLT-D1035, Black	cart				0				0				0				0	0	3,057.60	-
TONER CART, SAMSUNG MLT-D1045, Black	cart				0				0				0				0	0	2,675.40	-
160 TONER CART, SAMSUNG MLT-D1051, Black	cart	2			2	2			2				0	2			2	6	3,003.00	13,018.00
161 TONER CART, SAMSUNG MLT-D1085, Black	cart				0				0				0				0	0	2,730.00	-
162 TONER CART, SAMSUNG MLT-D1095(ML-2010D3), Black	cart				0				0				0				0	0	3,276.00	-
163 TONER CART, SAMSUNG MLT-D203E, Black	cart				0				0				0				0	0	7,644.00	-
164 TONER CART, SAMSUNG MLT-D203L, Black	cart				0				0				0				0	0	5,787.60	-
165 TONER CART, SAMSUNG MLT-D203U, black	cart				0				0				0				0	0	9,937.20	-
166 TONER CART, SAMSUNG MLT-D205E, Black	cart				0				0				0				0	0	8,408.40	-
167 TONER CART, SAMSUNG MLT-D205L, Black	cart				0				0				0				0	0	5,023.20	-
168 TONER CART, SAMSUNG SCX-D6555A, Black	cart				0				0				0				0	0	4,422.60	-
169 RIBBON CART, EPSON C13S015516 (#8750), Black, for LX-300	cart				0				0				0				0	0	80.59	-
170 RIBBON CART, EPSON C13S015531 (S015086), Black	cart				0				0				0				0	0	761.12	-
171 RIBBON CART, EPSON C13S015584 (S015327), Black	cart				0				0				0				0	0	351.62	-
172 RIBBON CART, EPSON C13S015632, Black, for LX-310	cart				0				0				0				0	0	79.72	-
B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																				
COMMON ELECTRICAL SUPPLIES																				
1 BALLAST, 36 watts	piece				0				0				0				0	0	78.52	-
FLUORESCENT LAMP, tubular, 14 watts	tube				0				0				0				0	0	92.82	-
3 FLUORESCENT LIGHTING FIXTURE, 1 x 36W	set				0				0				0				0	0	382.20	-
COMMON OFFICE EQUIPMENT																				
1 CALCULATOR, MINI-PRINTING, 1 unit per box	unit				0				0				0				0	0	977.34	-
2 CALCULATOR, PRINTING, DESKTOP, 1 unit per box	unit	2			2				0				0				0	2	2,063.88	4,127.76
ELECTRONIC TIME RECORDER OR BUNDY CLOCK, electronic, 3 compact design with large clock face, 2-color ribbon, with dot matrix printer, wall or desk mount, 220 volts	unit				0				0				0				0	0	3,481.30	-
MEGAPHONE, portable sound system, all ABS resin body, 330mm 4 length, 200mm Horn Diameter, 16 watts(min), 300 meters(min), rechargeable, with built-in siren, red or blue color	unit				0				0				0				0	0	2,839.20	-

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9,2015	TOTAL AMOUNT					
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity
WIRELESS N-ROUTER, wireless speed: 300 Mbps, standard: IEEE 802.11g, IEEE 802.3u, IEEE 802.3, Interface: 4 x 10/100 ports, 1 x 5/10/100 WAN port, LED indicator: Power, WLAN, LAN(10/100), Internet Status, with patch cable and power adapter, warranty: one(1) year warranty, frequency band: 2.4 GHz, one(1) unit/box	unit				0				0				0				0	0	1,089.82	-
COMMON OFFICE SUPPLIES																				
1 CARTOLINA, white, 20 pieces per pack	pack				0				0				0				0	0	54.60	-
2 CLIP, bulldog, 73mm (3")	piece				0				0				0				0	0	8.74	-
3 COLUMNAR PAD, 18 cols, 50 gsm min.	pad				0				0				0				0	0	68.80	-
4 ENVELOPE, PAV, 500 pieces per box	box				0				0				0				0	0	120.45	-
5 ILLUSTRATION BOARD, (30"x40")	piece				0				0				0				0	0	36.80	-
6 INDEX CARD BOX, 3"x5"	piece				0				0				0				0	0	38.22	-
7 INDEX CARD BOX, 5"x8"	piece				0				0				0				0	0	57.88	-
8 INDEX CARD, 3"x5", 500 pieces per pack	pack				0				0				0				0	0	53.83	-
9 INDEX CARD, 5"x8", 500 pieces per pack	pack				0				0				0				0	0	146.31	-
10 MANILA PAPER, 10sheets per pack	pack	2			2				0				0				0	2	27.30	54.60
11 MAP PIN, round head, 100 pieces per case	case	1			1				0				0				0	1	42.37	42.37
12 OIL, for general purpose lubricant, 120 mL	bottle	1			1				0				0				0	1	38.75	38.75
13 PAPER, Thermal, 210mm x 30m	roll				0				0				0				0	0	31.45	-
14 PUSH PIN, flat head type, assorted colors, 100 pieces per case	case				0				0				0				0	0	26.21	-
15 RIBBON, for manual typewriter, in box,, with each spool individually wrapped in plastic	spool				0				0				0				0	0	16.93	-
16 RING BINDER, Plastic 25mm, 10 pieces per bundle	bundle				0				0				0				0	0	158.34	-
17 RING BINDER, Plastic 50mm, 10 pieces per bundle	bundle				0				0				0				0	0	305.58	-
18 STAPLE WIRE, Heavy duty, 23/17	box				0				0				0				0	0	43.55	-
19 TAPE DISPENSER, handheld	piece				0				0				0				0	0	30.56	-
20 TAPE, for adding machine	roll				0				0				0				0	0	8.52	-
TIME CARD, for Amano Bundy Clock,100 pieces bundle	bundle				0				0				0				0	0	72.94	-
COMMON JANITORIAL SUPPLIES																				
1 FLOOR WAX, Liquid type, natural	can				0				0				0				0	0	389.03	-
2 FLOOR WAX, Paste type, natural	can				0				0				0				0	0	234.78	-
3 SOAP, BATHROOM, 90 grams, 1 piece in individual box	piece	36			36				0	36			36				0	72	23.48	1,660.42
CONSUMABLES																				
1 INK CART, EPSON C31T103190 (103), Black	cart				0				0				0				0	0	909.64	-
2 INK CART, EPSON C31T103290 (103), Cyan	cart				0				0				0				0	0	606.06	-
3 INK CART, EPSON C31T103390 (103), Magenta	cart				0				0				0				0	0	606.06	-
4 INK CART, EPSON C31T103490 (103), Yellow	cart				0				0				0				0	0	606.06	-
5 INK CART, EPSON C31T143190 (143), Black	cart				0				0				0				0	0	616.98	-
6 INK CART, EPSON C31T143290 (143), Cyan	cart				0				0				0				0	0	489.22	-
7 INK CART, EPSON C31T143390 (143), Magenta	cart				0				0				0				0	0	489.22	-
8 INK CART, EPSON C31T143490 (143), Yellow	cart				0				0				0				0	0	489.22	-

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT					
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity
9 INK CART, EPSON C13T166190 (166XL), Black	cart				0				0				0				0	0	185.64	-
10 INK CART, EPSON C13T166290 (166XL), Cyan	cart				0				0				0				0	0	349.44	-
11 INK CART, EPSON C13T166390 (166XL), Magenta	cart				0				0				0				0	0	349.44	-
12 INK CART, EPSON C13T166490 (166XL), Yellow	cart				0				0				0				0	0	349.44	-
13 INK CART, HP C4836A, (HP11), Cyan	cart				0				0				0				0	0	1,611.79	-
14 INK CART, HP C4837A, (HP11), Magenta	cart				0				0				0				0	0	1,611.79	-
15 INK CART, HP C4838A, (HP11), Yellow	cart				0				0				0				0	0	1,611.79	-
16 RIBBON CART, LEXMARK 3070169 (11A3550)	cart				0				0				0				0	0	819.00	-
17 RIBBON CART., FUJITSU DL 3850	cart				0				0				0				0	0	469.56	-
TONER CART, BROTHER TN-150BK, Black	cart				0				0				0				0	0	3,401.58	-
TONER CART, BROTHER TN-150C, Cyan	cart				0				0				0				0	0	3,892.98	-
TONER CART, BROTHER TN-150M, Magenta	cart				0				0				0				0	0	3,892.98	-
TONER CART, BROTHER TN-150Y, Yellow	cart				0				0				0				0	0	3,892.98	-
TONER CART, BROTHER TN-155BK, Black	cart				0				0				0				0	0	4,804.80	-
TONER CART, FUJI XEROX CWA40762, Black	cart				0				0				0				0	0	5,967.78	-
TONER CART, HP CE250A, Black	cart				0				0				0				0	0	5,678.40	-
TONER CART, HP CE250A, Cyan	cart				0				0				0				0	0	11,079.43	-
TONER CART, HP CE251A, Yellow	cart				0				0				0				0	0	11,079.43	-
TONER CART, HP CE252A, Yellow	cart				0				0				0				0	0	11,079.43	-
TONER CART, HP CE253A, Magenta	cart				0				0				0				0	0	11,079.43	-
TONER CART, HP Q338A, Black	cart				0				0				0				0	0	7,010.64	-
TONER CART, HP Q6511A, Black	cart				0				0				0				0	0	6,187.27	-
TONER CART, HP Q7551A, Black	cart				0				0				0				0	0	6,470.10	-
TONER CART, LEXMARK 34217HR, Black	cart				0				0				0				0	0	4,947.85	-
TONER CART, SAMSUNG ML-2250DS, Black	cart				0				0				0				0	0	5,023.20	-
TONER CART, SAMSUNG ML-D3050B, Black	cart				0				0				0				0	0	6,988.80	-
Office Equipment and Accessories																				
1					0				0				0				0	0		-
3					0				0				0				0	0		-
4					0				0				0				0	0		-
5					0				0				0				0	0		-
6					0				0				0				0	0		-
7					0				0				0				0	0		-
8					0				0				0				0	0		-
9					0				0				0				0	0		-
10					0				0				0				0	0		-
Office Supplies																				
1 Sign pen i.-o- black	pc	36			36	24			24				0	24			24	84	58.00	4,872.00
2 Sign pen i.-o- blue	pc	36			36	24			24				0	24			24	84	58.00	4,872.00
3 Ball pen -black	pc				0				0				0	12			12	12	5.00	60.00
4 Ball pen-blue	pc				0				0				0	12			12	12	5.00	60.00
5 Ball pen-red					0				0				0	12			12	12	5.00	60.00
6					0				0				0				0	0		-
7					0				0				0				0	0		-
8					0				0				0				0	0		-
9					0				0				0				0	0		-
10					0				0				0				0	0		-

Item & Specifications		Unit of Measur e	Quantity Requirement																Price Catalogue as of Sept 9,2015	TOTAL AMOUNT
			Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4		
9						0							0					0	0	-
10						0							0					0	0	-
Audio and visual presentation and composing equipment																				-
1						0							0					0	0	-
2						0							0					0	0	-
3						0							0					0	0	-
4						0							0					0	0	-
5						0							0					0	0	-
6						0							0					0	0	-
7						0							0					0	0	-
8						0							0					0	0	-
9						0							0					0	0	-
10						0							0					0	0	-
Photographic or filming or video equipment																				-
1						0							0					0	0	-
2						0							0					0	0	-
3						0							0					0	0	-
4						0							0					0	0	-
5						0							0					0	0	-
6						0							0					0	0	-
7						0							0					0	0	-
8						0							0					0	0	-
9						0							0					0	0	-
10						0							0					0	0	-
Cleaning Equipment and Supplies																				-
1	Gloves	pc	1			1		1					1		1			1	4	115.00 450.00
2						0							0					0	0	-
3						0							0					0	0	-
4						0							0					0	0	-
5						0							0					0	0	-
6						0							0					0	0	-
7						0							0					0	0	-
8						0							0					0	0	-
9						0							0					0	0	-
10						0							0					0	0	-
Paper Materials and Products																				-
1	Special Paper-Natural		20			20		20					20		20			20	60	570.00 34,200.00
2	Time Cards, Bundy Clock-Seiko Quartz		200			200							0		200			200	400	2.50 1,000.00
3	Boxes		50			50		50					50		50			50	150	35.00 5,250.00
4						0							0					0	0	-
5						0							0					0	0	-
6						0							0					0	0	-
7						0							0					0	0	-
8						0							0					0	0	-
9						0							0					0	0	-
10						0							0					0	0	-
Lighting and fixtures and accessories																				-

Item & Specifications		Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT				
			Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4
1						0			0				0				0	0		-
2						0			0				0				0	0		-
3						0			0				0				0	0		-
4						0			0				0				0	0		-
5						0			0				0				0	0		-
6						0			0				0				0	0		-
7						0			0				0				0	0		-
8						0			0				0				0	0		-
9						0			0				0				0	0		-
10						0			0				0				0	0		-
Electrical equipment and components and supplies																				
1						0			0				0				0	0		-
2						0			0				0				0	0		-
3						0			0				0				0	0		-
4						0			0				0				0	0		-
5						0			0				0				0	0		-
6						0			0				0				0	0		-
7						0			0				0				0	0		-
8						0			0				0				0	0		-
9						0			0				0				0	0		-
10						0			0				0				0	0		-
Computer Supplies																				
1	Canon PG-88 Black	10			10				0				0				10	20	528.65	10,573.00
2	Canon CL-98 Colored	10			10				0				0				10	20	614.80	12,296.00
3	Toner Brother TN3185	2			2	2			2				0	2			2	6	4,290.00	15,740.00
5	Epson LQ590	2			2	2			2				0	2			2	6	410.00	2,460.00
6					0				0				0				0	0		-
7					0				0				0				0	0		-
8					0				0				0				0	0		-
9					0				0				0				0	0		-
10					0				0				0				0	0		-
Computer Equipment and Accessories																				
1					0				0				0				0	0		-
2					0				0				0				0	0		-
3					0				0				0				0	0		-
4					0				0				0				0	0		-
5					0				0				0				0	0		-
6					0				0				0				0	0		-
7					0				0				0				0	0		-
8					0				0				0				0	0		-
9					0				0				0				0	0		-
10					0				0				0				0	0		-
*Other Categories																				
1					0				0				0				0	0		-
2					0				0				0				0	0		-
3					0				0				0				0	0		-
4					0				0				0				0	0		-

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9,2015	TOTAL AMOUNT					
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity
5					0				0				0				0	0	-	
6					0				0				0				0	0	-	
7					0				0				0				0	0	-	
8					0				0				0				0	0	-	
9					0				0				0				0	0	-	
10					0				0				0				0	0	-	
C. TOTAL (A + B):		389,090.66																		
D. ADDITIONAL PROVISION FOR INFLATION (10% of AL)		38,909.07																		
E. GRAND TOTAL (C + D)		427,999.73																		
F. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																				
G. MONTHLY CASH REQUIREMENTS																				
G.1 Available at Procurement Service Stores				121253				58692.1				42416.6				64825.5				
G.2 Other Items not available at PS but regularly purchased from other sources				38775.5				25449				115				37563.5				
TOTAL MONTHLY CASH REQUIREMENTS				160029				84141.1				42531.6				102389				

*Other categories that are not indicated herein
**Prices are FOB Manila/Applicable for items under A.

4.4E+10

We hereby warrant that the total amount reflected in this Annual Supplies/ Equipment Procurement Plan to procure the listed common-use supplies, materials and equipment has been included in or is within our approved budget for the year.

Prepared by:


Pedrita V. Bobillies
Property/Supply Officer

Certified Funds Available /
Certified Appropriate Funds Available:


MAY FLORENCE C. SURABILLA
Accountant /
Local Budget Officer

Approved by:


JESUS M. LAURENO
Head of Office/Agency

Date Prepared: November 9, 2015